

## NON-DEPARTMENTAL

### BUDGET OVERVIEW

	1999-2000 Actual	2001-2002 Budget	2001-2002 Estimate	2003-2004 Budget
Total Budget	\$11,052,185	\$21,678,773	\$20,916,282	\$16,678,741
Total FTEs	0.00	0.00	0.00	0.00

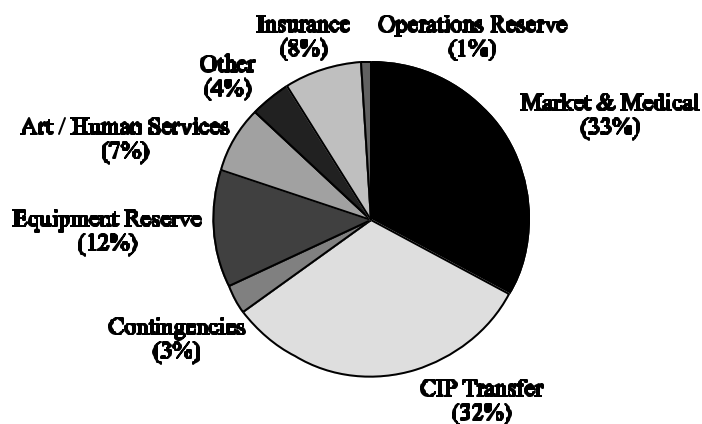
### PROGRAM OVERVIEW

The Non-Departmental budget includes programs and services that are not assigned to any single department's scope of responsibility. The Non-Departmental budget primarily includes internal transfers between City funds, contingencies for salary and salary-related expenses, and expenditures for City programs and services that are beyond the control of individual departments.

### SUMMARY OF DEPARTMENT RESOURCES

2003-2004 Budget \$16,678,741

By Category of Expense



**SUMMARY OF MAJOR ITEMS IN 2003-2004 BUDGET**

Salary and benefit contingency	5,683,931
Transfer to Capital Investment Program (5% General Fund revenues; increase over 2001-2002 is \$390,998)	4,784,089
Transfer to Capital Equipment Reserve Fund	2,000,000
Transfer to Insurance Claims and Reserves Fund (reflects the increased cost of property and liability insurance; increase over 2001-2002 equals \$438,506)	1,379,132
Transfer to Housing and Community Development Fund	1,075,922
Citywide space needs contingency	225,000
Transfer to Arts Activity Fund (\$1.25 per capita)	159,061
Regional dues (governmental organizations, Suburban Cities, Historical Society, etc.)	165,045
Citywide mail contract	148,413
King County contracts (Clean Air, Alcohol Prevention, Marine Patrol)	112,646
Unemployment insurance reimbursement	100,000
Disability contingency (established to offset costs incurred by Police and Fire due to disability claims in the departments)	75,000
Vacation payout contingency	55,000
Law Enforcement Officers and Fire Fighters (LEOFF I) medical costs (includes funding for long-term care insurance and disability medical claims)	40,000
Operating Reserve – Transfer Out	193,431
Other Line Items	170,002
<b>2003-2004 Base Budget</b>	<b>\$16,366,672</b>
Program increases (reductions):	
Reduce vacation payout contingency	(55,000)
Special events contingency	125,000
Parks land acquisition	400,000
Parks bond study	80,000
City Hall debt service financing	400,000
Unidentified reductions	(444,500)
Eliminate Operating Reserve – Transfer Out	(193,431)
<b>2003-2004 Operating Budget</b>	<b>\$16,678,741</b>

**DESCRIPTION OF PROGRAM INCREASES (REDUCTIONS)**Unidentified reductions (\$444,500):

Included in the final budget are \$444,500 of unidentified budget cuts (\$204,500 one-time and \$240,000 ongoing) which the Council supported and charged the Mayor with identifying during the 2003-2004 biennium.

Reduce Operating Reserve - Transfer Out (\$193,431)

Reduces the operating reserve transfer out from \$193,431 to zero. Council approved a one-time reduction in the reserve from 10% to 8.5% as a means to balance the 2003-2004 budget. To achieve this reduction, the normal transfer of \$193,431 has been eliminated and \$537,069 will be transferred in from the Operating Reserve Fund (see General Fund revenues section). It is the City's intent to replenish the reserve as part of the 2005-2006 budget.

Reduction in vacation payout contingency: (\$55,000)

Reduces by one-half funding for the vacation payout contingency, which is used to cover the cost of large vacation payouts when an employee leaves the City. Typically this contingency is needed when a long-time employee retires and the City must pay out vacation accruals. Decreasing the vacation payout contingency will require the departments to absorb more of these costs within their own budgets.

City Hall debt financing: \$400,000

Sets aside funding for the future debt service needs for the construction of a new City Hall.

Parks land acquisition: \$400,000

Establishes funding contingency for the future purchase of parks land and facilities.

Restoration of one-time funding for community events: \$125,000

In 2001-2002, Council approved a one-time community events contingency to offset the costs of supporting and producing the Fourth of July Fireworks Show, Eggstravaganza, Derby Days and Redmond Lights. Restoration of this funding (\$125,000) in 2003-2004 will continue the City's commitment to these programs at the same level as in the last biennium.

Parks bond study: \$80,000

Establishes funding contingency for the future study and feasibility of a parks bond measure. This cost estimate is based on recent experiences by the cities of Bellevue and Kirkland.